



Stevedoring & Related Terminal Services

Performance Work Statement for

**Blount Island Command
5880 Channel View Blvd
Jacksonville, Florida 32226**

Stevedoring & Related Transportation Services PWS

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1.0 INTRODUCTION/BACKGROUND

1.1 Streamlined, Performance-Based Processes

The Military Surface Deployment and Distribution Command (SDDC) has streamlined the processes involved in soliciting, evaluating, awarding and administering contracts for Stevedoring and Related Terminal Services. The process maintains a competitive environment, while considering the needs of both customers and suppliers, focuses on reducing costs and implementing performance-based contracts.

1.2 Background

Military Surface Deployment and Distribution Command, headquartered in Alexandria, VA is a major U.S. Army command and a vital component of the U.S. Transportation Command. Since its establishment in 1965, SDDC has played a vital role in our nation's defense by providing support to every war, major contingency, training exercise and humanitarian relief operation where our military forces have been deployed.

SDDC's mission is to provide global surface transportation to meet national security objectives in peace and war. With the help of our industry partners, SDDC accomplishes its mission. SDDC executes its mission through three core processes. They are: surface movements, personal property and passenger movement, and deployability engineering. Surface Movement Cargo movement and port management are the two critical components of the surface movement core process. In support of the port management function, SDDC serves as the single port manager at 26 locations worldwide. SDDC professionals handle all aspects of the ship loading process, from planning, staging, cargo loading, documentation and unloading of cargo. In addition to its 26 ports, SDDC can establish operations at any port where there is a need. The resultant contract will provide assistance with port management for Blount Island Command, Jacksonville, Florida.

2.0 SCOPE

2.1 Stevedoring and Related Terminal Services

The Contractor shall provide stevedoring and related installation services in connection with the receipt, processing, and/or loading/discharging of all vessels designated by the COR. The Contractor shall provide sufficient qualified labor, gear and equipment and materials to satisfy the scope of this contract, and make every effort to rectify any shortfall, for which the Contractor will be paid at the applicable commodity or labor-hour rates as designated in Section B – Schedule of Services in this contract.

The general scope of services under this RFP includes:

- Stevedoring and Related Terminal Services – Inbound (Import)
- Stevedoring and Related Terminal Services – Outbound (Export)
- Management Expertise

This is represented graphically by Figure 1 below (page 5).

2.1.1 Stevedoring and Related Terminal Services – Inbound (Import)

Stevedoring and Related Terminal Services – Inbound (Import) includes the planning for, discharge of ocean-going vessels, lighters and barges, and the staging and loading of conveyances (rail) for onward movement.

2.1.2 Stevedoring and Related Terminal Services – Outbound (Export)

Stevedoring and Related Terminal Services – Outbound (Export) involves the planning, un-securing, discharging of rail, intra-installation transfer and loading of cargo outbound from the port via oceangoing vessels, lighters and barges.

2.1.3 Management Services

Management services include, but are not limited to, planning, supervision, quality control, staffing, safety, training, reporting and communications related to stevedoring and related terminal services as described in Sections 2.1.1. and 2.1.1. above.

2.2 Ground Rules and Constraints

The Government requires that the following ground rules and constraints be observed over the course of the contract and across all services and duties performed within.

2.2.1 Persons Excluded from the Premises

The Contractor shall not allow a person that has been banned by any authority from the premises to have access to installation facilities, equipment, or other material related to installation operations.

2.2.2 Persons with Restricted Duties

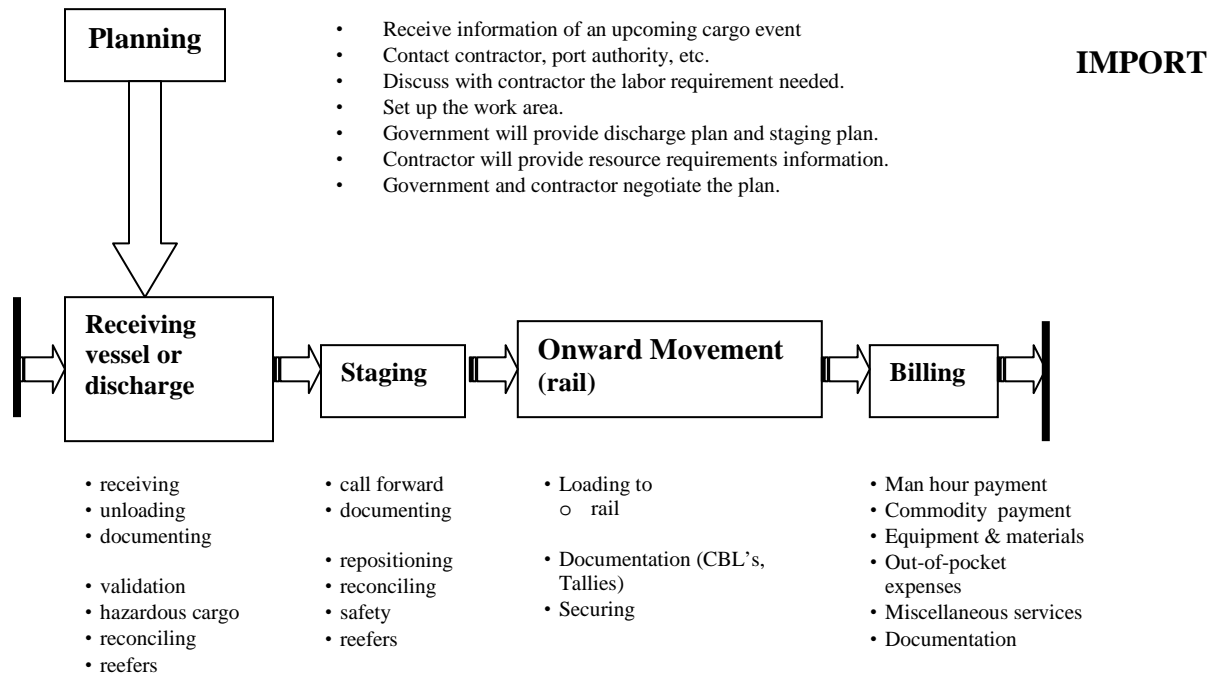
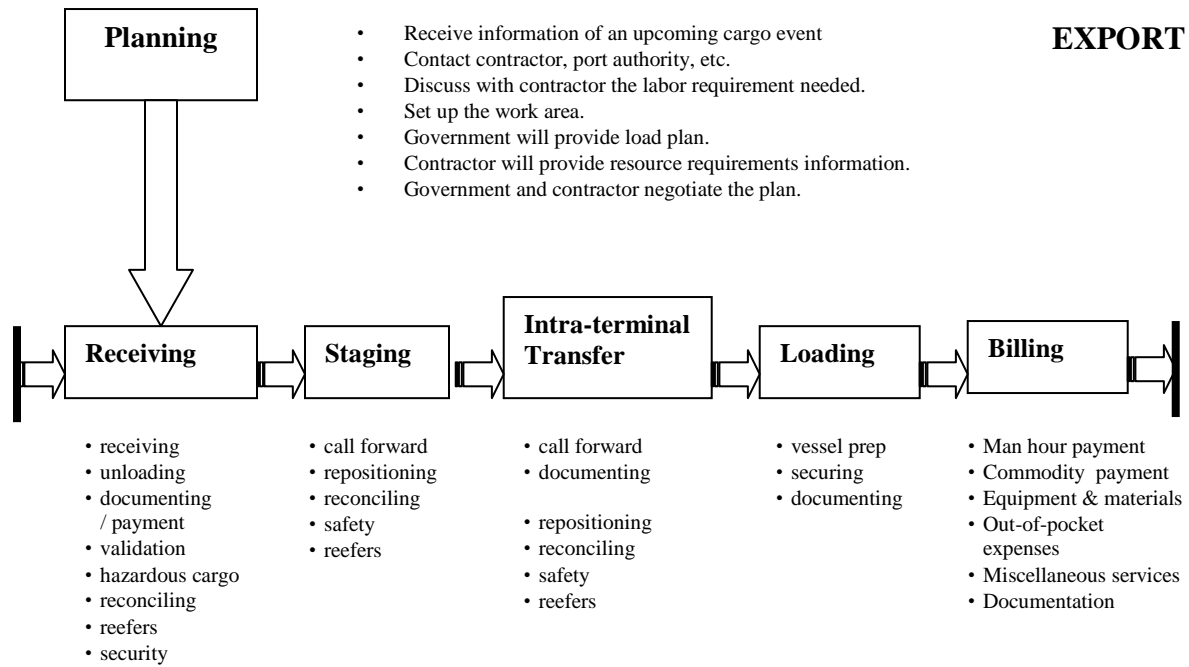
The Contractor shall not allow a person restricted by any authority from certain equipment or areas to operate that equipment or enter those areas.

2.3 Period of Performance

The period of performance for this contract is a 48-month base period. The base period is _____ through _____. (Dates will be inserted upon contract award.)

Figure 1.

S&RTS High-Level Processes



3.0 CONTRACTOR DUTIES

3.1 General

General duties and requirements of the Contractor are defined within this section. Duties and requirements specific to the particular installation(s) within the scope of this contract are defined in Section 6.0 below.

3.1.1 Definition of a Performance Requirement

Performance Requirements are described as performance objectives, measures, and standards in the following manner:

- **Performance Objective** – A statement of the outcome or results.
- **Performance Measures** – The critical characteristics of the objective that will be monitored by the Government.
- **Performance Standards** – The targeted level or range of levels of performance for each performance measure, relating to the Acceptable Quality Level (AQL) for the objective.

The Government will evaluate specified Performance Measures and Standards.

3.1.2 Use of Performance Measures/Standards

Not every performance objective in this contract has a related performance measure or performance standard. However, every performance objective is a contractual requirement. For those performance objectives that do not specify a measure or standard, the measures and standards are in accordance with standard commercial practices.

3.2 Stevedoring and Related Terminal Services – Inbound (Import)

Stevedoring and Related Terminal Services – Inbound (Import) involves the planning, vessel discharge, staging and loading of conveyances for onward movement (rail), to include cargo documentation.

3.2.1 Vessel Discharge

Vessel Discharge/Unload includes preparing the vessel for cargo operation and the unlashings and physical removal of cargo from a vessel.

Where possible, the Government will:

1. Utilize WPS to document cargo discharge
2. Provide a discharge plan and a staging plan to the contractor
3. Resolve cargo discrepancies (including Hazardous Material (HAZMAT))
4. Identify HAZMAT cargo and provide handling instructions
5. Identify reefers and provide handling instructions

Performance Objective No. 1 – The Contractor shall discharge cargo in accordance with the Discharge Plan within the agreed time frame. The Contractor shall handle HAZMAT and Reefer Cargo in accordance with discharge plan. [Commodity]

Prior to the start of each vessel operation, the COR will provide the Contractor with the mutually agreed upon timeframe for completion of discharge of the vessel. Vessel operation completion timeframes will be determined based on such factors as cargo volume, stow factors, RDD, cargo mix and vessel type being worked.

The Contractor will not be held accountable for delays in vessel operations resulting from circumstances not within the control or responsibility of the Contractor. (Numerous factors are known to affect productivity, including (but not limited to): weather; simultaneous vessel operations; reserve augmentation; and vessel condition.) The chart below contains goals for baseline vessel timelines for completion of loading as follows:

VESSEL TYPE	DISCHARGE HOURS
FSS	56
BREKKBULK	72
LMSR	36
RORO	36
CONTAINER SHIP	40
MPS	48
MPS/MAERSK	96

Performance Measures:

Discharge Plan

Performance Standards:

Discharge without damages...0% of cargo damage, 0% repetitiveness per mission -- 100% compliance

If cargo damage or loss occurs, or if cargo not discharged or mis-shipped, the Contractor will submit a full report on DA-285 or DA-239-R as appropriate to the COR within 24 hours following the occurrence or discovery of the incident.

Performance Objective No. 2 – The Contractor shall participate in daily operations meetings and other meetings regarding vessel discharge as required. [Commodity]

Performance Objective No. 3 – The Contractor shall document cargo during discharge (billing record)(see Attachment 4). [Commodity]

Performance Measures:

Discharge plan

Performance Standards:

100% compliance

Performance Objective No. 4 – The Contractor shall participate with the government in conducting a reconciliation/validation of the cargo discharged on reports from the COR [Commodity]

Performance Objective No. 5 – The Contractor shall notify the Government of all discrepancies found with the cargo, to include HAZMAT (see Attachment 2). [Commodity]

Performance Objective No. 6 – The Contractor shall police the vessel and surrounding area of securing materials and contractor debris following discharge. [Commodity]

Cleaning shall include but not limited to: removal of securing material and debris from the vessel and surrounding area, consolidating securing Government-owned material to facilitate storage and reuse (if appropriate), segregating by material/type, accounting for material, and removing material to designated area(s) for storage/disposal. Cleaning will be compensated in accordance with commodity rates in Section B, Schedules of Rates.

3.2.2 Rail Movement

Rail movement is the disposition of ammunition containers off the installation.

Performance Objective No. 7 – The Contractor shall load and secure ammunition containers on outbound rail in accordance with industry and SDDC standards and regulations. [Commodity]

Performance Measures:

Industry and SDDC standards and regulations

Performance Standards:

100% compliance

3.3 **Stevedoring and Related Terminal Services – Outbound (Export)**

Stevedoring and Related Terminal Services – Outbound (Export) involves the planning, receiving, un-securing, discharging of conveyance (rail), intra-installation transfer and loading of cargo outbound from the port via oceangoing vessels, lighters and barges.

3.3.1 Planning

Planning is the evaluation of stevedoring and related installation services in connection with the receipt, processing and loading/discharge of vessels by providing qualified labor, equipment and materials to accomplish those services. This includes but may not be limited to: evaluation and review of communications, load planning, infrastructure, labor, marine and inland transportation, safety and security.

Performance Objective No. 8 – The Contractor shall participate in daily operations meetings and other meetings regarding vessel loading as required. [Commodity]

Performance Objective No. 9 – The Contractor shall receive and review cargo list and stow plan for efficiency of installation and vessel operations, and report discrepancies to the COR. [Commodity]

Performance Objective No. 10 – The Contractor shall communicate to the COR any labor shortfalls, and rectify the shortfall. [Commodity]

3.3.2 Loading

Loading Cargo is the movement of cargo from place of rest to point of stow on the vessel in accordance with the approved vessel stow plan furnished by the Government.

Where possible, the Government will:

1. Utilize WPS to document cargo discharge
2. Provide a discharge plan and a staging plan to the contractor
3. Resolve cargo discrepancies (including Hazardous Material (HAZMAT))
4. Identify HAZMAT cargo and provide handling instructions
5. Identify reefers and provide handling instructions

Performance Objective No. 11 – The Contractor shall coordinate vessel activity with the COR as required. [Commodity]

Performance Objective No. 12 – The Contractor shall load cargo on the vessel from its place of rest to point of stow aboard vessel in accordance with the approved vessel stow plan furnished by the Government. The Contractor shall handle HAZMAT and Reefer Cargo in accordance with stow plan. [Commodity]

Prior to the start of each vessel operation, the COR will provide the Contractor with the mutually agreed upon timeframe for completion of loading of the vessel. Vessel operation completion timeframes will be determined based on such factors as cargo volume, stow factors, cargo mix and vessel type being worked.

The Contractor will not be held accountable for delays in vessel operations resulting from circumstances not within the control or responsibility of the Contractor. (Numerous factors are known to affect productivity, including (but not limited to): weather; simultaneous vessel operations; reserve augmentation; and vessel condition.) The chart below contains goals for baseline vessel timelines for completion of loading as follows:

VESSEL TYPE	LOADING HOURS
FSS	72
BREAKBULK	96
LMSR	72
RORO	48
CONTAINER SHIP	40
MPS	72
MPS/MAERSK	120

Performance Measures:

Stow Plan

Performance Standards:

Load without damages...0% of cargo damage, 0% repetitiveness

Performance Objective No. 13 – The Contractor shall document cargo during loading (billing record). [Commodity]

Performance Measure

Timekeeping

Performance Standard

100% Accuracy

Performance Objective No. 14 – The contractor shall secure cargo aboard vessel in accordance with SDDC TEA Regulation 97-55-22 and other applicable regulations contained in Appendix A, and as approved by the COR. [Commodity]

Performance Measures:

Industry and SDDC standards and regulations

Performance Standards:

100% compliance

3.3.3 Intra-installation Transfer

Intra-installation Transfer is the repositioning of cargo from its initial point of rest to other locations within the installation as directed by the COR.

Performance Objective No. 15 – The Contractor shall reposition/re-handle cargo within the installation, and document and report its movement, as directed by the COR. Compensation will be in accordance with man-hour rates in Section B, Schedules of Rates (extra labor). [Man-hour]

3.4 Management

Management involves the allocation and coordination of resources to accomplish a mission/operation. The Contractor will provide a dedicated manager to serve as a single point of contact for interface with the government on all contract related performance activities and issues. The manager will attend each end of ship hotwash meeting and bi-annual evaluation meetings.

3.4.1 General

The Government will:

1. Provide command and control as Single Port Operator/Manager for Maritime Preposition Ship (MPS) Operations.
2. Identify specialized, unique military equipment requiring special handling and coordinate for handling this equipment as required.
3. Maintain log book/record of events/time
4. Provide daily reports to the Contractor.
5. Compare contractor furnished reports with the Government reports, identify discrepancies and reconcile.
6. Identify the COR to oversee contract operations.
7. Provide a qualified point of contact for hazardous materials (HAZMAT).
8. Provide ICODES pre-stow plan.

Performance Objective No. 16 – The Contractor shall order labor as directed by the COR. [Commodity]

Performance Objective No. 17 – The Contractor shall compare government reports to contractor documents and identify discrepancies and recommend reconciliation. [Commodity]

Performance Measure

Performance Standard

Tally Sheets

100% Accuracy

Performance Objective No. 18 – The Contractor shall provide a single point of contact on-site for operations for each shift. This individual must have decision-making authority and shall act as the central point of contact. [Commodity]

Performance Objective No. 19 – The Contractor shall provide a qualified point of contact for HAZMAT handling. [Commodity]

3.4.2 Out-of-Pocket Expenses

Performance Objective No. 20 – The Contractor shall provide special equipment/supplies that will be paid out-of-pocket and reimbursed by the Government (at cost) upon the approval of the ACO (e.g., floating crane, other special equipment, lumber, reimbursable 3rd party services).

3.4.3 Quality Control Inspection Plan (QCIP)

Performance Objective No. 21 – The Contractor shall establish a Quality Control Inspection Plan which will emphasize quality control over all contract requirements. The Quality Control Inspection Plan will contain a Quality Control Inspection Checklist (QCIC) which, at a minimum, will contain all elements of the Performance Requirements Summary (PRS). [Commodity]

4.0 SPECIAL CONTRACT REQUIREMENTS

4.1 Hazardous Cargo

The transportation and handling of hazardous cargo for shipment shall be subject to Title 49 of the Code of Federal Regulations, (49 CFR) and IMDG.

4.2 Security

4.2.1 Security Related to Personnel

If the Government notifies the Contractor that the employment or the continued employment of any Contractor employee is prejudicial to the interests or endangers the security of the United States of America, the Contractor shall make any changes necessary in the appointment(s).

4.2.2 Security – Damage and Loss Reporting

Performance Objective No. 22 – The Contractor shall immediately notify the COR if any cargo is damaged, lost or pilfered while in the care, custody or possession of the Contractor, and the Contractor shall submit a full written report of the facts and extent of such damages or loss to the COR within 24 hours, using the Cargo Discrepancy Report furnished by the COR. [Commodity]

Performance Measures:

Performance Standards:

All reports submitted within 24 hours
utilizing the CDR

100% compliance

4.3 Safety

4.3.1 Driver Safety and Training

Performance Objective No. 23 – The Contractor shall ensure that personnel operating Government Vehicles possess a valid State Drivers License.

All Contractor personnel engaged in handling explosives to include operating yard hustlers, KALMARS, and cranes shall have medical examinations completed every two years until age 60, after which they shall be given annual examinations. Physical examinations shall be conducted IAW CFR 49, Chapter III – Federal Motor Carrier Safety Administration, Part 391 – Qualification of Drivers, Subpart E, Section 391.41. Contractor’s compliance process shall be documented in the Quality Control Plan (QCP).

Performance Objective No. 24 – The Contractor shall provide the COR with a list of drivers being used each day to handle HAZMAT. The list will include a statement from the contractor verifying that the individuals performing driving functions comply with paragraphs above. [Commodity]

The Government reserves the right to stop stevedore personnel at any time to verify their licenses against the approved list of personnel scheduled to perform ammunition/HAZMAT functions. Personnel found to be in non-compliance will be immediately removed from the facilities and the Contractor cited for non-compliance with the provisions of the contract.

4.3.2 Safety Briefings

Performance Objective No. 25 – The Contractor shall conduct and document safety briefings for all workers prior to commencement of scheduled operations, at each shift change, and brief new workers as any new labor is added. [Commodity]

Performance Measures:

Conduct safety briefs for each shift

Performance Standards:

100% compliance

4.3.3 Safety – Operation of Equipment

Performance Objective No. 26 – Equipment operated by the Contractor on any Installation must be maintained and operated in accordance with applicable Federal / State laws and regulations, OSHA, Army and installation regulations. [Commodity]

4.3.4 Safety – Accident Reporting

Performance Objective No. 27 – The Contractor shall immediately notify the CORs’ Representative (COR) of any accident or incident which results in death or injury to personnel during or arising from performance under this contract, utilizing Attachment 6. [Commodity]

Performance Objective No. 28 – In all instances where an accident or incident occurs, the Contractor shall submit a full written report to the CORs Representative within 24 hours of any incident, in accordance with Command Order P5100.2A. The Contractor shall assist the Government during any investigation of an accident or serious incident. [Commodity]

5.0 CONTRACT ADMINISTRATION

5.1 The Administrative Contracting Officer (ACO) performing contract administration for this contract will be designated at time of award:

Name:

Address:

Phone Number:

Fax Number:

Email Address:

The ACO does not have the authority to change any terms and conditions of this contract. The Procuring Contracting Officer will make changes within scope of work by a properly signed written modification of the contract.

5.2 The Contracting Officer will designate in writing a primary and alternate Contracting Officer Representative (COR) from Blount Island Command. Blount Island Command will forward the recommendations to the ACO prior to contract start date.

5.2.1 The COR authority will be limited to administering specific, technical aspects of the contract, certification of all contractor bills and statements within CAB, submission of WPS export to the 832nd Transportation Battalion for inclusion into WPPS and CAB.

6.0 INSTALLATION SPECIFIC REQUIREMENTS

6.1 Introduction/Background

Blount Island Command (BICmd) is located at Blount Island in Jacksonville, FL and serves as the Commanding General, Marine Corps Logistics Command's agency for managing Marine Corps Prepositioning programs. Blount Island Command plans, coordinates and executes the logistics efforts in support of the Maritime Prepositioning Force (MPF) program and the Marine Corps Prepositioning Program – Norway (MCPN).

6.1.1 Installation Specific Background

This contract covers operations at BICmd military installation. BICmd is one of three terminals located along the St. Johns River on 900 acres of property, and offers 5 berths with one primary 1000 foot berth (berth 1), two 2000 foot rail spurs and one bypass loop. There is approximately 33 acres of reinforced concrete staging, 25 acres inter-modal paved staging, and 72 acres of non-paved staging.

Services required will cover ocean terminal operations to include discharge and loading of vessels, rail, drayage of containers to and from rail, vessel staging area, inter-modal staging areas, and call forward areas. Vessels anticipated are Maritime Prepositioned Ships, Large Medium Speed Roll On/Roll Off (LMSR), and other MSC Controlled or Chartered Vessels.

The Government retains the right to load/discharge special purpose vehicles and equipment as determined by the COR. The Contractor shall secure/un-secure these vehicles and equipment and shall be paid at the appropriate commodity rate in the Schedule of Rates.

The Government reserves the right to discharge/load all crew served weapons, all vehicle batteries, packaged POL products, maintenance supplies and specialized/sensitive items.

The Government reserves the right to discharge/load all Navy Lighterage.

6.2 Scope

6.2.1 Locations

This contract covers the handling of Department of Defense (DoD) sponsored export and import cargo in support of the USMC MPF and MCPN programs at BICmd installation, Blount Island, Jacksonville, FL

6.2.2 Scope of Installation and Operations

The Contractor shall provide Stevedoring and Related Terminal Services for the movement of military cargoes, to include conventional break bulk or container ammunition, military vehicles and equipment in support of the USMC MPF and MCPN programs. BICmd is a fully operational slipway handling ammunition and various military cargoes and anticipates an average of 14 vessel operations per year.

6.2.3 Training and Contingency Operations

The U.S Marine Corps reserves the right to conduct training for Active Duty and Reserve units. The USMC has the right to reserve up to 100 percent of one complete discharge and/or load evolution each year for training. The USMC will advise the ACO when such training is scheduled; such notifications shall be provided to the ACO as soon as

known but must be provided at least 30 days prior to the scheduled start of an operation. The ACO will then notify the Contractor of the USMC training schedule.

During these training cycles, when requested by the USMC, the contractor shall provide specific experienced skill sets to assist in the training of military personnel. Such specific skilled labor, when requested shall be compensated at the man-hour rates established in Section B, the Schedule of Rates.

When the USMC conducts less than a 100 percent discharge and/or load evolution, the Contractor shall provide labor to complete the evolution. Such labor, when requested shall be compensated at the commodity rates established in Section B, the Schedule of Rates.

6.3 Hours of Operation

The normal hours of operation for BICmd are 0700 to 1900 hours, Monday through Friday. Ammunition handling hours will be continuous until complete from 1900 Friday through 0600 Monday. When operational requirements dictate, day shift hours will be from 0700 to 1900 and night shift hours will be 1900 to 0700 and may include weekends and holidays.

6.4 Government Furnished Facilities, Supplies/Services, and Equipment

6.4.1 General

There are no facilities furnished by the Government for contractor use during the performance of the contract.

6.4.1.1 The contractor shall comply with all requirements of FAR 52.245-2 and FAR 52.245.8 listed in Section I of this contract for all Government property furnished under the contract.

6.4.1.2 All Government Furnished Equipment (GFE) used by the Contractor shall be hand receipted from the BICmd Supply Officer.

6.4.2 Government Furnished Facilities and Equipment

6.4.2.1 The Government will furnish:

6.4.2.1.1 Shoreside Gantry Crane. The Shoreside Gantry Crane is Government Furnished Equipment (GFE) and will be used at the direction of the COR. The Contractor and the Government, using a form provided by the Government, will jointly inspect the equipment prior to and after each day of operation. Contractor personnel must be certified to operate a crane and present a valid certificate of completion from a certified gantry crane operator training program. The Government reserves the right to remove any crane operator at any time based on poor, improper, and/or negligent performance and/or for any action deemed unsafe. The Government may restrict said operator from future operations until satisfactory completion of a new training program and subsequent testing on the BICmd crane. The Contractor shall be liable for all damage(s) resulting from poor, improper, and/or negligent performance. The Contractor shall be provided a written statement from the Government as to the reason for the removal within 24 hours of such action and the Contractor shall provide the ACO with a detailed response to include corrective actions taken within 5 days of receipt of said notification.

6.4.2.1.2 Movement of the Government furnished USMC Gantry Crane between hatches, will be considered part of routine business on a commodity operation, except for Government or vessel crew caused delays over 45 minutes.

6.4.2.1.3 The Government will provide twelve (12) Container Chassis to the Contractor as Government Furnished Equipment (GFE). The Contractor shall be responsible for maintaining this equipment in working order. Government equipment utilized by the Contractor will be jointly inspected prior to and after each vessel operation, noting any deficiencies or shortcomings in the process, by both parties prior to use, utilizing the DD Form 626 (for container chassis). DD Form 626 can be found in the Attachment3. The Contractor shall acknowledge receipt of equipment, by countersigning block 16 of DD Form 626.

6.4.2.1.4 Heavy Lift Equipment. Heavy lift equipment for ship operations consists of floating crane, gantry crane, mobile dock and truck cranes with crews. Other accessorial equipment used for heavy lift operations such as blocks

on booms, wire and rope falls rigged, shall be provided by the Government when requested by the Contractor. However, such equipment shall not be used when, in the opinion of the COR, the ship's equipment can be used satisfactorily. Contractor will not be separately compensated for delay caused by pre-operational set up of Government provided Gantry crane. When working with Government equipment, the Contractor shall in no way be deemed to be an agent of the Government. Further, if the Government does not provide the aforementioned equipment, it shall be furnished by the Contractor who will be compensated at the equipment rental rate set forth in the contract or as an "Out-Of-Pocket" cost. Out-of-Pocket costs are defined as those services provided by the Contractor at the request of the COR and for work which is not covered by the Schedule of Rates. The Contractor must obtain written prior approval for such expenses from the ACO.

6.4.3 Government Furnished Supplies/Services

6.4.3.1 The Government will furnish: Dunnage, lashing and Securing Materials.

6.4.3.2 The Government will provide wire, cable, turnbuckles, shackles, clips, lumber, dunnage, chocking and blocking material which may be required in the performance of the services here under. Any materials provided by the Government that are not used shall be turned in, by the Contractor, to the Government upon completion/performance of work.

6.4.3.3 When requested by the COR, the Contractor shall furnish wire, cable, turnbuckles, and other securing material. These materials are obtained for and on behalf of the Government who shall be the owner thereof at the time of acquisition and used in the performance of work under this contract and the Contractor will be compensated for such, from Out-of-Pocket expenses.

6.4.3.4 When the Contractor furnishes any materials, from his own stock he shall submit a signed certification listing such materials with itemized costs. The ACO's certification indicating prior approval of the quantity and prices will be presented with the invoice for reimbursement, otherwise reimbursement will not be made.

6.4.3.5 Dunnage and lashing materials furnished by the Contractor in accordance with this statement of work shall be of grades in all respects suitable for the specific use intended and of a quality acceptable to the COR. This shall be delivered to the shipside or such other location as may be designated, in quantities, sizes and dimensions as may be ordered by the COR.

6.4.3.6 Blank Government Forms. Forms required for operations will be provided to the Contractor as indicated in this statement of work (See the Attachments).

6.4.4 Government Furnished Information

The Government will furnish Managerial Information as follows:

- (a) Advance information and documentation as is available concerning cargo released for shipment to the installation and inbound ships due with retrograde cargo.
- (b) Manifests, bills of lading, or other documents on which the contractor's invoice for payment is based.
- (c) Names, berths, and dates ships are to be worked.
- (d) A listing of cargo to be loaded on each ship and the pre-stow plan(s) for vessel loading, and/or discharge plan(s) for discharge operations.
- (e) Specifications for the processing of military vehicles.

6.4.5 Care of Government-Furnished Gear, Materials, and Equipment

6.4.5.1 The Contractor will ensure that GFE is returned to the Government in the same condition as received, fair wear and tear accepted. The Contractor shall, at his own expense, either repair or replace all gear and/or equipment

damaged in the course of his operations or reimburse the Government for the cost thereof. The Government may supply such parts as it has in stock and the contractor will be billed at cost.

6.4.5.2 Contractor will provide operator-level inspection of GFE and communicate any deficiencies or maintenance requirements to the COR for their attention.

6.5 Contractor Furnished Supplies/Services and Equipment

6.5.1 Contractor Furnished Supplies/Services

When the contractor furnishes any materials, from his own stock, he shall submit a signed certification listing such materials with itemized costs. The ACO's certification, indicating prior approval of the quantity and prices, will be presented with the invoice for reimbursement, otherwise reimbursement will not be made.

6.5.2 Contractor Furnished Equipment

6.5.2.1 The Contractor shall be required at his own expense to furnish all gear and equipment for ship operations, sufficient to perform services required by this contract, to include but not limited to the following: ammunition gear (when handling ammunition and explosives), hooks, chain slings, wire rope slings, (except heavy lift slings used in connection with shore or floating heavy lift cranes), spreader bars (to include manual container spreader bars), vehicle wheel nets, trailers, fork lifts, container/to-lifter, yard-hustlers and warehouse tractors (Contractor shall be required to tow an estimated 100 - 200 vehicles per vessel). Government equipment shall not be used to tow equipment except as specifically authorized by the COR. Equipment must meet all federal, state, and local regulations, and be in proper working order. Records of required equipment inspections, load testing and certification shall be made available for review by the COR upon request. Equipment must pass Government Safety Inspections as required. All vehicles and equipment used onboard ammunition laden vessels must meet 49 CFR, Part 176.78 criteria. Lifting gear will be tested, tagged, and certified annually.

6.5.2.2 Materials Handling Equipment (MHE) must be capable of lifting 12,000 lbs at 48" load center and may be required to traverse through areas with a 6' clearance. Equipment must meet Motor Vehicle Inspection List criteria. Contractor is required to use MHE on ship ramps with varying inclines, including ramps with inclines greater than 13 degrees. Compensation for Contractor owned MHE utilized in the performance of commodity operations shall be inclusive in the applicable commodity rate.

6.5.2.3 The Contractor shall be compensated for furnishing mobile equipment in accordance with Schedule V, whenever such equipment is required in connection with services performed on an extra labor basis. Compensation will be paid at rates as stated in Schedule V.

6.5.2.4 The Contractor shall provide trained and qualified operators when the gear of the vessel is used (i.e. crane, KALMAR's, etc). The Contractor shall address this requirement in his Quality Control Plan.

6.5.2.5 All Contractor supplied equipment shall be equipped with fire extinguishers. The Contractor shall inspect his equipment prior to the start of each vessel operation.

6.5.2.6 All forklifts employed in ammunition laden vessel operations shall be diesel or propane powered and must meet 49 CFR, Part 176.78 criteria.

6.5.2.7 The Contractor shall provide container conveyances with adequate locking devices to keep the container from shifting in transit. Compensation shall be inclusive in the applicable commodity rate.

6.5.2.8 The Contractor shall not employ forklifts in lifting any container of 20' or larger. The Contractor shall have a container/top-lifter that will pick up a 4' high 20' container. Compensation for performing this function shall be inclusive in the applicable commodity rate.

6.5.2.9 The Contractor shall use electric chain saws when working on ammunition-laden vessels. Compensation for performing this function shall be inclusive in the applicable commodity rate.

6.5.2.10 Contractor furnished supplies and equipment shall be properly managed, stored, maintained and operated such that there is no release to the environment of any oil, hydraulic fluid, grease or hazardous substance. Cleanup of any such spill will be at the expense of the Contractor. The Contractor shall remove all Contractor-furnished supplies and equipment within 24 hours of completing vessel operations for which those supplies and equipment were required. Port Operations Spill Response Equipment List contains the list of materials required to be maintained on-site by the Contractor for spills and cleanups. All spills will be reported to the COR immediately.

Performance Objective No. 29 – The Contractor shall remove all Contractor furnished supplies and equipment within 24 hours of completing vessel operations for which those supplies and equipment were required.
[Commodity]

6.5.2.11 With the exception of equipment specified as Government furnished, the contractor must furnish all gear and equipment required to perform all services under this contract, to include appropriate material handling equipment (MHE) for handling 20 foot containers, with or without their lifting pockets, as required. Compensation for equipment is included in the Commodity Rates in Section B, Schedule of Rates.

6.5.2.12 Equipment operated on the installation must be maintained and operated in accordance with applicable federal/state laws and regulations, OSHA, Army, USMC, and installation regulations.

6.5.3 Government Use of Contractor's Equipment

Government Use of Contractor Equipment. If, for any reason, the Contractor is unable to perform services under this contract, the Government may elect to rent Contractor owned equipment required for the performance of the contract. The Contractor shall rent said equipment to the Government at rental rates negotiated at the time of the requirement. The Government will accept such gear and equipment as it may elect to rent, where is/as is, and agrees to furnish fuel, lubricants and operators. A joint condition survey shall be made when the gear and equipment is turned over to the Government and also when returned to the Contractor. The Government agrees to maintain the gear and equipment and return it to the Contractor in as good a condition as originally received, fair wear and tear excepted. The rental period may continue for the duration of the contractor's inability to perform services under the contract, but not to exceed 180 days, unless extended or sooner terminated by agreement of the parties. The option to rent gear and equipment will cease upon the effective expiration date of the contract.

6.5.4 Contractor Inability to Perform Contract Services

The ACO will determine whether the contractor is unable to perform services under the contract and will determine the duration of such inability, such findings of fact to be conclusive on the parties subject to the Disputes Clause.

6.5.5 Removal of Contractor's Equipment and Supplies

Within three (3) working days after expiration date of the contract the contractor must remove from the Government-owned premises all equipment and supplies belonging to him. If removal has not been accomplished within three (3) working days the Government will remove them from the premises at the contractor's expense.

6.5.6 Joint Physical Inventory(s) As Required

6.5.6.1 Joint Wall-to-Wall Inventory

The in-coming contractor, without additional compensation, must participate with the ACO and predecessor contractor (if applicable) in a joint wall-to-wall inventory of all Government Furnished Facilities, Equipment and Property for which the contractor assumes responsibility. These areas include vehicle staging areas, outside storage and warehouse areas. At least 24 hours advance notice of the inventory will be given the contractor.

6.5.6.2 Periodic Cargo Inventory Procedures

The Contractor shall conduct inventory on a semi-annual basis at the discretion of the ACO. At least 24 hours advance notice of the inventory will be given to the contractor.

6.5.6.3 Final Inventory

At the completion of the contract, or prior to contract completion, as designated by the ACO, the contractor shall furnish the necessary labor to conduct a joint inventory of all Government Furnished Equipment for which the contractor has been responsible so that a final reconciliation can be made pending contract completion. Compensation will be in accordance with man hour rates in Section B, Schedule of Rates.

6.6 Contractor Duties

6.6.1. General

6.6.1.1 At the beginning of each day's operation or shift, the Contractor will give a 10 minute safety briefing to the labor gangs, tailored to the type of operation and/or work that is being conducted. These briefings will be considered mandatory, and inclusive in commodity rates. Safety briefing topics to be covered will be provided to the Contractor by the Government Representative. Safety Briefings will begin promptly at start of each shift. Ship operations will not begin until the safety brief has been given. Any delay due to safety briefings not be conducted and/or completed will be the responsibility of the contractor.

6.6.1.2 Planning

Planning is the process of stating the objectives of the mission/operation, often in advance of complete information.

The Government will:

1. Provide the Contractor with notice, as soon as known, of any inbound vessel, to include vessel configuration, manifested cargo and stow plan if available.
2. Arrange for the staging area and berth.
3. Provide a discharge plan at least 3 days prior to commencement of operations, including special instructions.
4. Provide a staging plan at least 1 day prior to commencement of operations, including special instructions.

The Contractor shall be responsible for providing the necessary personnel, equipment, and Stevedoring Services to receive from/transfer to the Government all cargo identified in the Schedule of Rates for the loading and discharge of all Maritime Prepositioning Ship (MPS) vessels.

6.6.1.3 Staging

Staging is the process of placement/organization of cargo to facilitate port clearance/operations and onward movement. The Government will communicate changes/events that affect the staging plan.

6.6.1.3.1 The Contractor shall receive from/transfer to the Government all cargo at the designated transfer point(s) on Blount Island.

Performance Objective No. 30 - The contractor shall stage RO/RO and TO/TO cargo to initial point of rest within 200 feet of the vessel. [Commodity]

Performance Objective No. 31 - The contractor shall stage containerized cargo to initial point of rest per the map contained in Attachment 4. [Commodity]

Performance Objective No. 32 - The contractor shall stage containerized ammunition cargo to initial point of rest in the ammunition staging area and subsequently on the railcars for further transfer off Blount Island. [Commodity]

6.6.1.3.2 The Contractor shall have an on-site manager available when there is stevedoring activity on-going.

6.6.1.3.3 The Government's shore side gantry will be utilized for both Load/Discharge of vessels at the direction of the COR.

6.6.1.3.4 Specific Duties. The Contractor's specific duties include ship and rail operations, cargo accountability, or other work, as directed by the COR.

6.6.1.3.5 Ship Operations. Vessel load and discharge operations are anticipated to be conducted on four (4) different vessel classes, which may affect Contractor productivity. The Contractor shall perform ship operations, including but not limited to, the following vessel classes: AMSEA class, MAERSK class, WATERMAN class, and MPF (E) class. The Contractor is required to be knowledgeable on the specific characteristics for cargo loading and discharge requirements for each of these vessel types before beginning ship operations. The Contractor shall use the best commercial methods for loading and discharging cargo from vessels. See Vessel Diagrams in Attachment 5 which provides specific vessel characteristics and unique procedures for operational consideration. Specific quantities for each vessel operation are provided in the Schedule of Rates. The contractor will coordinate any and all best practices with the COR. The safety of the port, equipment, and personnel lies solely on the Blount Island Command Port Operations Officer.

6.6.1.4. Loading Ships

The Contractor shall perform the following duties:

6.6.1.4.1 The Contractor shall remove, handle and dray cargo from the designated transfer point(s) and from open top trucks and trailers alongside the vessel. The Contractor shall stow said cargo in any space in the ship including holds, "tween" decks, on deck and tank tops.

6.6.1.4.2 Discharge of explosive containers from railcars, loading them onto yard hustler/chassis, draying them alongside vessel, and lifting the containers to their stow locations aboard the vessel will be included in the Commodity Rate as set forth in Section B, Schedule IA1. Handling of explosive containers will take place concurrent with vessel loading activity.

6.6.1.4.3 The Government will determine the order in which containers and equipment are loaded. The Contractor shall move all containers and equipment from their respective staging areas to shipside. All conveyances used to transport containers and equipment must be capable of transporting cargo in a manner that will prevent shifting during transit IAW this statement of work.

6.6.1.4.4 Once ammunition operations have begun, operations may run continuously until all ammunition, general cargo and vehicles have been loaded and secured to the satisfaction of the COR.

6.6.1.4.5 The Government will pre-stage all containers in the vessel staging area (see maps - Attachment 5). The Contractor shall move these containers from the staging area to the vessel or place of rest. Compensation for the lifting of the container to the conveyance, drayage to the vessel, loading and securing will be inclusive in the applicable commodity rate in Section B, Schedule IA1.

6.6.1.4.6 The Contractor shall stow and secure cargo as designated by the COR. If the Contractor is required to reposition cargo to another location at the request of the Government, the Contractor will be compensated at the extra labor man hour rate.

6.6.1.5. Discharging Ships

6.6.1.5.1 The Contractor shall remove and handle cargo from any space in the ship, including holds, "tween" decks, on deck, and deep tanks. The Contractor shall stage said cargo at place of rest in the specified transfer area, or on open-top trailers alongside the ship for further movement to the designated containers staging lot.

6.6.1.5.2 Explosive discharge operations, once begun, will run continuously until all explosive containers have been discharged and placed on the rail cars. Compensation for discharge from the vessel, loading to a conveyance, drayage, and placement in the staging area (see Map – Attachment 5). Compensation for un-lashing/un-securing, discharge, drayage to the container staging area, and lifting of the container from the conveyance to its place of rest will be inclusive in the applicable commodity rate as set forth in Section B, Schedule 1A2.

Performance Objective No. 34 - The Contractor shall complete unlash cargo and vessel discharge as required by the COR.

6.6.2. Rail operations

6.6.2.1 Explosive containers will be discharged from the vessel, to chassis', and subsequently to the railcars. The train will be configured in the order directed by the Government agents in the rail staging area. Rail load operations will continue until all explosive containers required to be cleared from the port by rail have been loaded and secured as required by the COR. Discharge of explosive containers from the vessel to trucks alongside ship, draying containers to the rail yard, and lifting of containers from the truck to the railcar will be included in the Commodity Rate as set forth in Section B, Schedule IA1. Handling of explosive containers will take place concurrent with vessel discharge.

6.6.2.2 Railcar Operation. The Contractor shall, when directed by the COR, perform the following duties payable at the applicable commodity rates in Schedule 1B1.

6.6.2.3 Railcar Loading. Loading shall include breaking down or unstacking of cargo, transportation of cargo from the vessel or within the designated transfer point, or from any conveyance, to the railcar and loading onto that conveyance.

6.6.2.4 Railcar Discharge. Discharge shall include removal of cargo from the railcar, placing cargo on chassis or other conveyance, transportation to and stacking at the place of rest within the designated transfer point or shipside.

Performance Objective No. 35 - The Contractor shall complete rail loading/offloading and movement of containers to/from the ship per applicable safety regulations. [Commodity]

Performance Measures:

Industry and SDDC standards and regulations

Performance Standards:

100% compliance

6.6.3. Rigging and Unrigging

6.6.3.1 Routine. Rigging and unrigging ship cranes with spreader bars, bridles, and slings of all types for LO/LO of vehicles, containers, supplies and equipment, are duties inclusive in the commodity rates. Contractor responsibility for rigging and unrigging commences only after cranes have been removed from their collars, with crane pedestals properly aligned.

6.6.3.2 Non-Routine. The following rigging and unrigging shall not be a routine duty of the Contractor at the direction of the COR the Contractor shall be compensated therefore at the applicable man-hour rates in Section B, the Schedule of Rates. An example of non-routine rigging is as follows: changing of hook beam and automatic spreader bar on USMC Gantry Crane.

6.6.4. Opening and Closing Ships

6.6.4.1 Routine. The Contractor shall remove, replace hatch covers and "tween" deck pontoons from all decks, to include placing them on their pedestals or dock when required during loading or unloading operations, or as necessary due to severe weather at the applicable commodity rates. Hatch covers and pontoons that are rolled back, hinged or mechanical will be opened and closed by ship's crew.

6.6.4.2 Handling Dunnage. The Contractor shall load, shift within the same hatch, and lay all dunnage, in single or multiple layers (including cordwood, paper, tarpaulins, matting, reefer stripping, or other types of cargo separation) as necessary to properly stow and secure the ship's cargo and reverse the operation when discharging ship's cargo.

6.6.4.3 The Contractor shall place protective cushioning material (i.e., fire hose, used tires, plywood, dunnage, etc.) provided by the Government, under all steel tracked vehicles. The cushioning material shall be located in a predetermined area within the vicinity of the vessel ramps. The Contractor shall provide sufficient labor to lay the protective cushioning material from the stowage location to the vehicle staging area on the Discharge; the reverse on Load operations. The Contractor shall be responsible for the clean-up of all cushioning material and placement in a

predetermined area as directed by the COR. Compensation for this shall be inclusive in the applicable commodity rate.

6.6.5 Lashing, Securing, Chocking, Blocking and Bracing of Cargoes stowed in vessels

The Contractor shall:

6.6.5.1 Lash and secure all cargo loaded aboard ship sufficiently to prevent shifting in transit.

6.6.5.2 Lash, secure, chock, block and brace cargo in accordance with commercial securing practices utilized in vessel loading, or as directed by the COR (See Securing & Chocking Attachment).

6.6.5.3 Obtain dunnage and lashing materials of grades in all respects suitable for the specific use for which intended and of a quantity required by the COR.

Performance Objective No. 36 - Contractor shall be responsible for redistributing lashing/securing equipment to facilitate proper lashing and securing of the vessel at applicable commodity rates. Unused lashing and securing equipment will be re-hung on ship's bulkheads, fixed or moveable bins, at applicable commodity rates.

6.6.5.4 When container bridge locks cannot be used because of different height containers in the stack, corners of adjoining containers in the top tier will be lashed with chain at the commodity rate. Working on corroded, frozen lashing gear such as twist-locks and turnbuckles is not considered part of routine lashing, and will be chargeable at man-hour rates.

6.6.5.5 Load and Discharge Materials. The Contractor shall, without additional compensation, load and unload all materials and equipment used in performing commodity services.

6.6.5.6 Slings and Un-slipping of Cargo. When required, the Contractor shall sling and un-sling cargo during loading or discharge by floating derricks and/or dock cranes. This is a routine duty and is inclusive in the applicable commodity rate.

6.6.6 Other Work

The Contractor shall, without additional compensation, perform the following duties:

6.6.6.1 Cleaning of Work Locations. The Contractor shall maintain all Contractor assigned work, rest and parking areas in a clean and orderly state and shall, at his own expense, remove and place in a Government provided debris box, sawdust and other refuse generated while performing services under this contract.

6.6.6.2 The Contractor shall also be responsible for removing all lumber and dunnage generated from the discharge operation and for neat and orderly placing of same to an area designated by the COR. The Contractor shall sort, assemble and stack lumber, dunnage and empty pallets in areas designated by the COR. When cargo has been removed from the open pier area, the tarpaulins, when no longer required, shall be properly folded by the Contractor and returned to the storage place designated by the COR.

6.6.7 Miscellaneous Services

6.6.7.1 The Contractor shall perform the following services with compensation payable at the applicable man-hour rates in the Schedule of Rates.

6.6.7.1.1 Extra Labor. The Contractor shall, when directed by the COR, supply labor for miscellaneous services when not occasioned by the fault or negligence of the Contractor, and shall be compensated at the applicable rate set forth in the Schedule of Rates, Schedules II. Among the miscellaneous services for which such extra labor may be required are as follows: handling excess dunnage and debris; re-handling removing or shifting previously loaded cargo; handling ship's stores and material; dunnaging over cargo loaded elsewhere; or . If the vehicles/cargo are required to be shifted or moved after securing, the Contractor shall be paid at the applicable man-hour rates in Schedule II.

6.6.7.1.2 Carpentry Work. Contractor shall perform all carpentry work (i.e., blocking and bracing, cribbing, tomking, sheathing, fabrication, installation, dismantling, and removal of either above or below deck compartments, magazines, deck boxes, bulk-heading, and flooring, and/or to meet vessel master's requirements for additional chocking, blocking and/or bracing) required to secure cargo with compensation to be paid at the applicable man-hour rates.

6.6.7.1.3 Additional Duties. Except as specifically provided elsewhere in this contract, no additional compensation is payable to the Contractor for submitting daily checker/tally sheets to the COR for all cargo discharged, loaded, or transferred.

6.6.8 General

6.6.8.1 The Government will provide a qualified point of contact for munitions operations.

6.6.8.2 The Contractor shall drive all non-tracked, non-specialized, wheeled vehicles and all tracked vehicles without pads from/to the transfer point, approximately 200 feet from the vessel. Inclusive in the driving of tracked vehicles without pads is the requirement to lay protective material along the entire path of the tracked vehicle to include pathway inside the vessel. Compensation for this function shall be inclusive in the Commodity Rates.

6.6.8.3 BICmd personnel, either Government and/or base Contractor, or in combination with military personnel, will operate all tracked vehicles with pads and other specialized vehicles as directed by the COR. The Contractor shall only be required to lash these vehicles after personnel have placed the equipment in its stow location for loading in accordance with this statement of work. Should the USMC require additional drivers to support operations they will be paid IAW the applicable man-hour rate schedule in the Schedule of Rates.

6.6.8.4 During discharge operations, the Contractor shall only be required to unlash the vehicles identified in Section 6.6.8.3 above and stow the lashing gear.

6.6.9 Communication

Performance Objective No. 37 - The Contractor shall provide, maintain, and use the Hazards of Electromagnetic Radiation to Ordnance (HERO) approved communications equipment when conducting ammunition operations. Contractor shall include the communication plan with the quality control plan. [Commodity]

The Contractor shall provide two-way radio communication equipment for his personnel to conduct a safe and orderly operation at all times.

6.10 **Special Contract Requirements**

6.10.1 Security

6.10.1.1 Security of Cargo, Facilities and Equipment

6.10.1.2 The Contractor is responsible for cargo entrusted to his care and shall exercise reasonable custody and control pursuant to the terms of this contract. The Contractor shall be responsible for protecting cargo from loss or damage while in his custody.

6.10.1.3 The Contractor must notify the COR within 2 hours of any occurrence or discovery of all instances where cargo, ship, inland cargo conveyance, ship equipment, or Government property is damaged, lost or pilfered while in the care, custody or possession of the Contractor, or through handling by the Contractor's employees, agents, or subcontractors. A full report of the facts and the extent of such damage or loss shall be submitted by the Contractor to the COR within 48 hours of the occurrence or discovery, using the Cargo Discrepancy Report, MTDC-SAO-48-R.

6.10.1.4 All Contractor personnel, vehicles and equipment shall be subject to search upon entering the Blount Island Installation, USMC Facility, and/or Government designated property.

6.10.2 Safety

6.10.2.1 Safety Regulations

6.10.2.2 The Contractor shall comply with safety and fire regulations promulgated by the Commander, Military Surface Deployment and Distribution Command (SDDC); Commanding Officer, BICmd; and other Federal and State authorities having jurisdiction, while performing services under this contract.

6.10.2.3 The Contractor shall establish and maintain an effective and comprehensive Occupational Safety and Health Program which is consistent with OSHA Standard 1910. The Contractor shall provide safe and healthful conditions in places of employment, consistent with OSHA Standards (1910, 1917, and 1918), and acquire, maintain and require the use of safety equipment, personal protection equipment and devices necessary to protect employees.

6.10.2.4 All equipment operated on Blount Island shall be maintained and operated in accordance with applicable Federal, State, local laws, Department of Defense (DoD) and military regulations, to include regulations promulgated by the Commanding Officer BICmd specifically for the guidance of Contractors.

Performance Objective No 38 - The Contractor shall comply with applicable OSHA, Federal, State, local, installation, environmental safety and fire regulations. [Commodity]

Performance Measure:

Compliance with applicable safety and fire Regulations

Performance Standards

0% deviation from requirement

6.10.3. Emergency Response Plan

The Contractor shall provide a comprehensive safety and security Emergency Response Plan, which clearly outlines the procedures for emergency HAZMAT clean up or spills from leaking Material Handling Equipment (i.e. forklifts, tugs, and container top handlers, etc) owned or leased by the Contractor to include damage to property and the environment. When the Contractor does not have sufficient resources of his own available, he will immediately arrange for outside emergency response personnel who are specialized in spill containment and clean up. Any such clean up will be at the expense of the Contractor.

Performance Objective No. 39 - The Contractor shall comply with the hazardous spill procedures in the Emergency Response Plan. [Commodity]

6.10.4 Access to Facilities.

6.10.4.1 Permanent or temporary personnel, hired directly or indirectly by the Contractor for work to be performed under this contract, must have in their possession, and display when required, a current photo identification . Personnel will comply with installation security regulations, personnel not complying with these requirements will not be allowed in BICmd areas. Contractor management will ensure compliance with this requirement, as well as paragraph 311.12 Seaport Security Standards, Title XXII Ports and Harbors, of the 2003 Florida Statutes.

6.10.4.2 All contractor privately owned vehicles will be parked in a parking lot just inside the front gate of BICmd. No privately owned vehicles will be allowed to transit BICmd property. All privately-owned-vehicles not complying with this requirement can be towed at the owners expense.

6.10.4.3 Company vehicles will be conspicuously marked with company or union logos. Only bonafide company vehicles will be allowed entry to, from, or through the BICmd facility. Privately owned vehicles are not authorized on the BICmd Pier at any time.

Appendix A

Applicable Documents

FEDERAL AND DOD REGULATIONS

Code of Federal Regulations, 29 CFR, Labor, Part 4, Labor Standards for Federal Service Contracts, 27 October 1983

Code of Federal Regulations, 29 CFR, Labor, Part 1910, Occupational Safety & Health, 1 July 2002

Code of Federal Regulations, 29 CFR, Labor, Part 1917, Marine Terminals

Code of Federal Regulations, 29 CFR, Labor, Part 1918, Safety and Health Regulation for Longshoring, 1 July 2002

Code of Federal Regulations, 46 CFR, Shipping. Part 146

Code of Federal Regulations, 49 CFR, Transportation

Federal Acquisition Regulation (FAR), Volume I, Parts 1 to 51, September 2001

Federal Acquisition Regulation (FAR), Volume II, Parts 52, 53, & Index, September 2001

Defense Federal Acquisition Regulation Supplement (DFARS), 17 August 1998

DoD Regulation 4145.19-R-1, Storage and Materials Handling, 19 September 1979

DoD Regulation 4160.21-M, Defense Utilization and Disposal Manual.

DoD Regulation 4500.9-R, Defense Transportation Regulation

DoD Regulation 4500.9-R, Defense Transportation Regulation 2003

DoD Regulation 5100.76M, Physical Security of Sensitive Conventional Arms, Ammunition and Explosives, 12 August 2000

DoD Regulation 5100.78-D, U.S. Port Security Program.

DoD Regulation 5200.1-R, Information Security Program Regulation.

DoD Regulation 6050.5-M, Hazardous Materials Information System.

DoD Instruction 6055.4, DoD Traffic Safety Program, 20 July 1999

DoD Instruction 6055.9, STD Ammunition and Explosives Safety Standards

ARMED SERVICES REGULATIONS

Army Federal Acquisition Regulation Supplement (AFARS), October 2001

AR 40-5, Preventive Medicine.

AR 55-1, CONEX/MILVAN Equipment Control Utilization & Reporting

AR 55-38, Reporting of Transportation Discrepancies in Shipment.

AR 55-359, Terminal Facilities Guide, United States Air Force.

AR 55-365, Terminal Facilities Guide, Commercial Contractors.

AR 190-11, Physical Security of Arms, Ammunition, and Explosives

AR 190-13, The Army Physical Security Program

AR 190-22, Military Police: Searches, Seizures, and Disposition of Property

AR 190-29, Misdemeanors and Uniform Violation Notices Referred to US Magistrate or District Courts

AR 190-40, Serious Incident Report.

AR 190-51, Security of Unclassified Army Property (Sensitive and Non-sensitive), 30 September 1993

AR 200-1, Environmental Protection and Enhancement.

AR 210-10, Administration.

AR 220-1, Unit Readiness.

AR 380-5, Department of the Army Information Security Program.

AR 380-20, Restricted Areas.

AR 385-1 Protective Clothing and Equipment

AR 385-4, Hazardous Materials Movement Program

AR 385-10, The Army Safety Program, 29 February 2000

AR 385-11, Ionizing Radiation Protection.

AR 385-32, Protective clothing and Equipment

AR 385-40, Accident Reporting and Records

AR 385-55, Prevention of Motor Vehicle Accidents

AR 385-64, Ammunition and Explosive Safety Standards.

AR 420-90, Fire Prevention and Protection

AR 600-55, The Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing), 31 December 1993

AR 700-141, Hazardous Material Information System.

AR 735-5, Policies and Procedures for Property Accountability, 10 June 2002

DA Pamphlet 385-64, Ammunition and Explosive Safety Standards

SDDC 37-1, Financial Codes

SDDC Regulation 37-10, Financial Management-Contract Pay, 1 May 1989

SDDC Regulation 55-38, Loss and Damage Reporting and Analysis System

SDDC Regulation 56-69, Terminal Operations, 5 Aug 1989 w/ch 3, 22 Nov 1995

SDDC Regulation 190-1, SDDC Security Program

SDDC Regulation 715-1, SDDC Procurement Instructions.

PUBLICATIONS

JP 3-11, "Joint Doctrine for NBC Defense"

FM 3-11.34, "Multi-Service Doctrine for the NBC Defense of Fixed Sites, Airports and Seaports"

International Maritime Organization (IMO) Dangerous Goods Code (IMDGC) Regulations, Books 1 thru 5

NFPA 30, National Fire Protection Association - Flammable and Combustible Liquids Code.

FC 55-50, Fast Sealift Ship User's Manual.

FM 19-30, Physical Security.

FM 55-21, Railway Operating and Safety Rules, July 1989

FM 55-65, Preparation of Unit for Movement Overseas by Surface Transportation.

LOGMARS SOP, from MOTCO TMS

MIL-Handbook-138A, Container Inspection Handbook for Commercial and Military Intermodal Containers

MIL-STD-1916, DoD Test Method Standard for DoD Preferred Methods For Acceptance of Product

MIL-STD 105-E w/ch 2, Sampling Tables and Procedures for Inspection by Attribute

MIL-STD-129H, Marking for Shipment and Storage of Military Property

SDDC NBC Defense Plan

SDDC TEA Pamphlet 55-19, Fifth Edition - Tiedown Handbook for Rail Movements

SDDC TEA Pamphlet 55-20, Third Edition, Tiedown Handbook for Truck Movements

SDDC TEA Pamphlet 55-21, Third Edition, Lifting And Tiedown of Helicopters

SDDC TEA Pamphlet 55-24, Second Edition, Vehicle Preparation Handbook For Fixed Wing Air Movements

SDDC TEA Reference 96-55-23, Containerization of Military Vehicles, September 1997

SDDC TEA Reference 97-55-22 -Second Edition - Marine Lifting And Lashing Handbook, October 1996

SDDCEA PAM 37-1, Financial Administration

TB-43-0142, Inspection/Testing of Lifting Devices

TB 55-46-1, Standard Characteristics for Transportability of Military Vehicles

TM 38-410, Storage and Handling of Hazardous Materials.

TM 55-607, Loading and storage of Military Ammunition and Explosives Aboard Breakbulk Merchant Ships

TM 55-1520-238-S, Preparation for Shipment for Army AH-64A Helicopter, 30 September 1990

TM-55-2220-058-14, Transportability Guidance Transport of Cargo on the Railcar, Flat, 140-Ton-Capacity, 9 January 1987

CmdO 3006.1C, Destructive Weather Plan, October 1999

CmdO 5090.1A, Pollution Prevention Plan, April 1996

CmdO 5092.1B, Solid Waster Management, June 1999

CmdO 5093.1C, Hazardous Waste Management, June 1998

CmdO 5094.1A, Environmental Compliance Evaluation, May 1998

CmdO 5100.1, Smoking/Tobacco Product Policy, September 1992

CmdO P5100.2, Standard Operating Procedures for Safety, January 1991

CmdO 5100.14A, Hazard Communication Program, March 1999

CmdO 5510.3, Standard Operating Procedures for Security Requirements for MPS, September 1994

CmdO 6200.1, Heat Casualty Prevention Program, September 1998

CmdO P8000.1, Command Explosive Safety Program, March 2000

CmdO 11000.1A, Pierside Gantry Crane, September 1998

CmdO 8023.13, Standard Operating Procedures for the Safe Handling of Explosive Cargos to and from the MPS at Blount Island Command, 2006

FORMS

MOTCO Form 1, COFC Container-to-rail load Card

DD Form 250, Material Inspection and Receiving Report

DD Form 577, Signature Card

DD Form 1384-2, Transportation Control and Movement Document (TCMD)

DD Form 1864, Vehicle Key Tag

DD Form 2271, Decontamination Tag

SF 361, Transportation Discrepancy Report

DA Form 285, Accident Report (AR 385-40)

DA Form 3161, Request for Issue and Turn-In

DA Form 5479-R, Contract Discrepancy Report

MT Form 191-R, Dangerous Cargo Manifest?

MT Form 192-R, Vessel Manifest?

MT Form 225-R, Dangerous Cargo Load List (SDDCR 56-69)?

MT Form 239-R, Frustrate Cargo - Hold for TCMD

MT Form 288, Stevedoring Activity Log Sheet (SDDC 37-10)

MT Form 290, Service Authorization

MT Form 375-R, Unit Equipment List

MT Form 768, Ship Checkers Rough Hatch Log

OF 346, U.S. Government Motor Vehicle Operators Identification Card (AR 600-55)

DD Form 626, Motor Vehicle Inspection

DA Form 2404, Equipment Inspection and Maintenance Worksheet

Appendix B

Glossary of Terms

Arc: see Explosive Arc

“A” Framing - Constructing and placing of lumber in an “A” configuration to support the forward end of two-wheeled trailers. Used in addition to normal blocking and bracing.

Acid/Label Box - Containers fabricated on a deck to specific measurements and generally consisting of a floor, sides, and cover. Other types of containers are constructed without a floor, and the sides are random, conforming to the cargo face, and may have a random cover accommodating lashing.

Aged Cargo Report - Cargo data printout showing the time-in-terminal of shipments on hand.

Agents - Includes subcontractors or other persons engaged by the Contractor to perform work or service under this contract.

Alert Message - An electrical communication prepared and transmitted by a terminal commander to aid in resolving an inventory discrepancy.

Amidships - In the center of a vessel. The section halfway between the stem and stern.

Amidships Guy - Single line or cable secured to the heads of two booms to pull them inboard.

Astern - To the rear of or behind the vessel.

Astray Freight - Shipments or portions of shipments found in carriers’ possession or delivered to a Government installation for which billing (waybill, freight bill, etc.) is not available.

Athwart ship - Across the vessel. From side to side; at right angles to the keel.

Backyard Labor - Labor-performing operations, other than those performed by Deep Sea labor, in accordance with applicable collective bargaining agreements.

Bail - Triangular plate of steel used to connect the bull chain, bull lines, and single topping lift.

Barge - Floating craft of full body and heavy construction, designed to carry cargo.

Batten Cleats (Hatch Cleats) - Right-angle brackets welded to the hatch coaming to securing battens.

Battens - Cross strips of iron or wood placed across the square of a closed hatch to hold tarps and hatch covers.

Battens, Hatch - Thin steel bars fitted tight against the hatch coaming to hold the hatch cover or tarpaulin in place.

Battens, Sweat (Cargo) - Long planks in the hold or between decks, secured to the side of the ship to protect cargo from sweat and rust.

Beam - Maximum width of a vessel.

Beam, Hatch - Steel or wooden beam which supports hatch covers.

Beam Sockets - Fittings in the coaming for hatch beams, into which flanges on the beam ends fit.

Belay - To wind or make turns with a running line around a belaying pin or cleat to hold secure, make fast, or stop.

Bight - Primarily the bend or loop in a rope.

Bilge - Rounded portion of a vessel's shell, which connects the bottom with the sides. The space in the lower part of a ship's hold where wastewater collects. Also the part of a barrel at its greatest diameter.

Bitts - Heavy device with bed, plate, and two iron posts on which mooring lines are fastened to secure the ship.

Block - Metal or wooden frame or shell containing one or more pulleys or sheaves, generally set side by side and turning freely on the same pin.

Blocking - Placing timbers or blocks next to the sides and ends of vehicles, heavy lifts, and other cargo to prevent horizontal movement. Blocking must be braced to be effective.

Bollard - Short metal post on a wharf or pier, used for securing the lines of a vessel.

Bomb Cart - Modified trailer such that two TEUs can be loaded from a container crane spreader; additional corner wings to assist alignment of container corner fittings onto locking bayonet style locks, which only release for a straight up pull on the container for discharge from the trailer.

Booking - The reservation of ocean transportation space on a vessel.

Boom Table - Outrigger or shelf built around a mast or kingpost to support the pivots of a number of booms.

Bottom - Underwater part of the hull, extending from the keel to the curved portion of the vessel's sides.

Bottom Cargo - (Weight Cargo) - Cargo that is heavy in proportion to its size. Examples are tanks, machinery, and metal plates.

Bracing - Strengthening an item by supporting it in a horizontal direction.

Breakbulk Cargo - Packaged products that can be unitized into larger parcels and assembled together, for example, on pallet boards bound by wire, or gathered up in rope cargo slings as a means of lifting on and off a vessel.

Bridging - Build decking, including blocking and bracing when required, over void spaces, and generally over products (i.e., reinforcing bars, steel plates, steel rods, etc.).

Bridle - Span of line or chain, so fastened at the ends that another line or chain may be attached to its middle or bight.

Broken Stowage - Lost or unfilled space in a vessel's hold.

Bulkheads/Partitions - Use of vertical partitions to keep cargo from shifting or to keep it away from bulkheads. Generally used behind solid fencing and in conjunction therewith.

Bull Chain - Heavy chain on a single topping lift, used to hold the boom in a vertical working position.

- Also, a substantial chain secured at each end to a vessel's hold, run across a deck to which cargo can be lashed in place; normally installed when insufficient deck lashing points are available on deck to secure cargo in stow.

Bull Line - Line used to top or lower a boom rigged with a single topping lift.

Bulwark - A short, solid continuation of the vessel's side plating above the edge of an exposed deck, providing protection from the sea and preventing the loss of material or personnel.

Bunker - Hull compartment used for the stowage of coal or fuel oil.

Burton - Tackle used for various purposes, as for hoisting rigging aloft. Also the outboard boom and fall.

Cantline - Recess caused by the curvature of cylinders stowed one against the other.

Capstan - Vertical revolving drum, spool-shaped, generally used for heaving or towing or mooring lines.

Cargo - Material moving within the Defense Transportation System.

Cargo Assembly Area - That area conforming to the standard of 250 feet from bow or stern of the ship, and 500 feet inland.

Cargo And Billing system – A software by which SDDC pays transportation providers, to include Stevedoring companies. Contractors have remote access to a relational database, wherein DTS cargo movement data is converted into financial data. The system consists of a client/server environment (database server, Web server and Personal Computers for workstations) with a World-wide Web accessible database.

Cargo Boom - Span extending from a mast or kingpost to handle cargo.

Cargo Hook - Heavy steel hook secured to the end of the cargo runners and used to hoist drafts of cargo.

Cargo Runner - Rope or cable used to draw up or lower cargo draft.

Cargo Status "N" - A Shipment Unit (SU) identified as being a TID will be assigned a status code "N" to identify a shipment that could not be located during pier or warehouse inventory (denotes it is non-shippable) and will undergo intensive research to locate.

Cargo Status "W" - A Shipment Unit (SU) identified as an "N" status TID, upon termination of all research, will be placed in Cargo Status "W" to indicate a report of survey has been initiated.

Cargo Status "Y" - A shipment identified as being a Terminal Inventory Discrepancy (TID) is assigned status code "Y" to indicate that it could not be located during a warehouse inventory or at the time it was to be loaded and that extensive research will be undertaken to locate it.

Cargo Transporter - Includes all reusable shipping containers (except those used exclusively for household goods) such as: CONEX, Navy Shipping Containers, Seavans, MILVANS, aircraft engine cans, etc. In the Schedule of Rates, Section B of the S&RTS contract, cargo transporters are only ISO ocean containers. Cargo transporter includes Flat-racks when used to transport cargo.

Cathead - Outside spool on a winch, used in handling hauling lines and in topping and lowering booms.

Catwalk - Footwalk, constructed around and over obstructions, for the convenience of the crew.

Ceiling Planks - Planking fitted on top of the floor or double bottom in the cargo hold.

Centerline - Imaginary fore-and-aft line extending from the bow to the stern through the center of the vessel.

Checking or Clerking - The act of counting, tallying, or checking cargo against appropriate documents.

Chock - Deck fitting through which mooring lines are passed; To block the cargo in stow with dunnage.

Class – International system of hazard classification used by DOD; of the nine hazard classes; two (Classes 1 & 6) contain most munition and explosive items. MOTCO deals primarily with Class 1 items.

Classified - Official information or matter in any form or of any nature which requires protection in the interest of national security

Classified Shipment - Official information or matter in any form, or any nature which requires protection in the interest of national security.

Cleat - Wood or metal fitting with two projecting horns to which a line is secured.

Coaming - Sidewall of the hatch that projects above the deck around the perimeter of the hatch.

Common-User Ocean Terminals - A military installation, part of a military installation, or a commercial facility operated under a contract or arrangement of the Military Surface Deployment and Distribution Command (SDDC), which regularly provides for two or more shipper services terminal functions of receipt, transit storage or staging, processing, loading, and unloading of passenger or cargo ships.

Compatibility Group – Ammunition and explosive items are assigned to one of 13 compatibility groups; a one position capital alpha character identifies each of these groups and appears immediately after the Hazard Class and Division hazardous material designators, as listed in DAP 385-64, Nov '97, w/change 1.

Consignee - The person or company that merchandise or cargo is forwarded to.

Consignor - The person or company that sends merchandise or cargo to another party.

Containers - Cargo containers including military vans (MILVANS) and commercial containers 20 feet in length and greater.

Container Bridge Crane - The rail mounted container crane used to transfer containers to and from railroad cars, trucks, and container chassis, as applicable.

Container Chassis - The trailer used to carry and transport containers.

Container Crane - The rail mounted pier crane used to load and discharge containers to and from railroad cars, trucks, and container chassis.

Container Handler - Forklift or other similar device used to handle and transfer containers.

Container holding pads - An in transit, hard-surfaced container holding area, adjacent to a wharf. In an ammo operation, the area is revetted.

Contingency Operations - Deployment of Armed Forces and equipment during a Defense need (such as a National Emergency)

Contingency labor operations - Support the deployment of DoD Armed Forces, assuring agreements are in place to supply _____ supplemental labor capacity when the local labor pool is exhausted.

Contracting Officer - The person executing a contract on behalf of the Government, and any other military or civilian employee who is properly designated Contracting Officer. The term includes the authorized representative of a Contracting Officer acting within the limits of his authority.

Contractor Furnished Equipment – Equipment provided by the contractor for the purposes of conducting work.

Controlled Cargo - Items, which require additional control and security as prescribed in various regulations and statutes. Controlled items include money, negotiable instruments, narcotics, registered mail, precious metal alloys, ethyl alcohol, and drug abuse items.

Coopering - The act of making or repairing shipping pallets, boxes, or other shipping containers and reloading with cargo.

Cradle - Rest to support a boom in a horizontal position.

Cribbing - Built up structure of dunnage filling an empty space and supporting and securing cargo.

Critical - affecting mission success or failure

Cube - The space occupied by the measurements of length multiplied by width multiplied by height.

Defect - an error in executing a requirement, resulting in additional effort and/or cost(s).

Delivery Receipt - The document that shows proof of the physical and legal transfer of a shipment from consignor to carrier, between carriers, and from carrier to consignee.

Demurrage - A charge made on conveyances (normally railcars) held by or for a consignor or consignee beyond the allowable free time for loading or unloading, for forwarding directions, or for any other purpose.

Detention - A charge made on trucks or cargo transporters held by or for a consignor or consignee beyond the allowable free time for loading or unloading, for forwarding directions, or for any other purpose.

Direct Procurement Method (DPM) - The movement of household goods where the government provides all services and transportation to or from CONUS and overseas residences, including ocean transportation and terminal services, between the ports of embarkation and debarkation.

Division - Numerical designator within Hazard Class/ Division explosive coding that indicates the character and predominance of associated hazards and the potential for causing personnel casualties and property damage.

Documented and Verified (DoVe) Cargo - Cargo which has been receipted into the port, requires no maintenance prior to shipping, and after scanning has been verified to be in the host computer.

Documenting - Preparing or annotating documents that evidence or effect the receipt, shipment, or ownership of goods.

DoD Components - For the purpose of this regulation, DoD components include the Office of the Secretary of Defense, the Organization of the Joint Chiefs of Staff, the Unified and Specified Commands, the Military Departments, the Military Services, and the Defense Agencies.

Deckload - Cargo stowed on the weather deck of a vessel.

Deep Sea Labor - Labor performing pier side or container operations in accordance with applicable collective bargaining agreements.

Deep Tanks - Tanks located on a vessel's lower holds. They take up only a portion of a hold and may carry water ballast or dry cargo. See double-bottom tanks.

Detention Time - (Sometimes referred to as Standby Time or Waiting Time) is the time lost as a result of a stoppage, or inability to start due to causes beyond the control and without the fault or negligence of the Contractor's, including but not limited to, a breakdown of the ship's equipment or Government furnished gear, inclement weather, non-arrival of ship, non-readiness of the ship, non-arrival of cargo, or non-availability of equipment to be furnished by the Government.

Direct Labor - All of the categories of labor provided for in the man-hour rate schedule of the order.

Double-bottom Tanks - Watertight spaces between the bottom plating, the tank top, and the margin plates. The tanks may contain water ballast, fuel oil, boiler-feed water, or drinking water. See Deep tanks.

Draft - Single sling load of cargo.

Draft, Vessel Air Draft - The height of a vessel measured from the waterline to the highest point in the ship, often used to access if a ship will clear freely under a bridge or the lowest point of any other elevated object crossing over a navigational waterway.

Draft, Vessel - Depth of a vessel below the waterline, measured vertically to the lowest part of the hull, the bottom of the keel, propellers, or other reference points.

Drag - Difference between bow and stern draft when the stern is in the water deeper than the bow.

Dragline - Guide rope with blocks or blocks and tackle, with ship's gear, to pull cargo out of the wings or sides into the square of a hatch and from the square to the wings.

Drayage - The movement of cargo or a cargo transporter by highway or railroad between locations within the modified commercial zone of a city.

Drop-in-cargo - Cargo that was not pre-lodged.

Drum - Cylinder on a winch around which a wire rope or line is wound. Also a container for fluid cargo, especially bulk petroleum.

Dunnage - Cordwood, planks, or other material used solely to protect goods stowed on a vessel.

Eye Splice - Loop spliced in the end of a rope.

Expected Receipt List - A listing containing data for cargo which has been pre-lodged for receipt at the terminal.

Explosive Arc - the circular distance from an explosive item that gives an increased certainty of limiting damages should the explosive detonate; can be computed for any number of damage risk factors.

Fairlead - Fitting or device used in preserving the direction of a line, chain, or wire so that it may be delivered fairly, or on a straight lead to the sheave, drum, etc.

Fall - By common usage, the entire length of rope used in a tackle, through strict usage would limit its application to the end to which power is applied.

Fast - Made firm. Secure.

Filler Cargo - Small packages or other suitable cargo used to fill in what would otherwise be broken stowage.

Flange - Turned edge of a shape or girder, which acts to resist bending strain.

Flat rack (Platform Container) - A container with four ISO corner fittings without waterproof sides or top. Includes platforms that have no sides or ends, and flat racks with rigid or collapsible ends.

Floor - Plates placed vertically in the double bottom of a vessel, usually on every frame and running athwart ship.

Flooring off - Dunnaging cargo between tiers. Stowing bottom layers.

Fore (forward) - Direction toward the bow or front. From the amidships section to the bow.

Fore and Aft - Parallel with the vessel's keel. Fore-and aft stringer or girder.

Frame - Rib of a vessel.

Free time - The amount of time allowed by a carrier to load or unload cargo, or provide disposition instructions, before demurrage or detention charges accrue.

Fringe Benefits - Employee union and employer association assessments that accrue to the benefit of the individual employee in addition to his hourly rate of pay, for such things as vacation, retirement, medical care, etc.

Frustrated cargo - Cargo which is incorrectly marked or documented, requires maintenance, is being diverted, or for some other reason requires action before it can be shipped.

Gantline - Rope rove through a block at the masthead for temporary use in rigging and unrigging.

General Cargo - Cargo other than household goods, hazardous materials, and vehicles.

Gooseneck - Joint that connects the heel of a boom with a mast or mast table.

Government Furnished Equipment - The equipment, facilities, and supplies to be furnished by the Government for contractor use during the performance of this contract

Gradeability - Ability of a vehicle to go up a slope while carrying the payload for which it is designed and with its transmission in the lowest forward gear, usually stated in terms relating vertical rise to horizontal distance.

Guy - Line or cable to steady or swing a boom or spar.

Guy Pendant - Single wire with eyes in both ends for attaching them to the tackle and to a fitting on the boom, deck, or side.

Gypsy - Outside spool or drum end of a winch or windlass, usually fitted with ridges for heaving in mooring lines.

Hatch - Opening in a deck which gives access to a cargo hold.

Hatch Battens - See Battens, Hatch.

Hatch Beams - See Beam, Hatch.

Hatch Boom - Boom spotted over a ship's hatch in cargo work.

Hatch Cover - Cover on top of an opening in the deck of a vessel, fitted into recesses in the coaming and resting on the beams.

Hatch Wedge - Small wedges of wood, driven between cleat and batten to secure tarpaulin.

Hauling Part - Part of a rope in a tackle, which is hauled upon.

Hazardous and/or Dangerous Material - Material consisting of explosives, flammable substances, toxic chemicals, sources of ionizing radiation of radiant energy, oxidizing material, or corrosive material which, because of its nature, is dangerous to store or handle. Dangerous material is any material specified by the Interstate Commerce Commission, Federal Aviation Agency, U. S Coast Guard, U. S, Agriculture Department, U. S. Public Health Service, and federal or military documents which, under conditions incident to transportation, is liable to cause fires, create serious damage by chemical action, or create a serious transportation hazard. It includes explosives, flammables, corrosives, combustibles, oxidizing material, poisons, compressed gasses, toxics, unduly magnetic material, biologicals and radiologicals, pests and diseases, and substances associated therewith presenting real or potential hazards to life and property.

Head block - One shackled to the head of the boom through which the cargo runner leads.

Heavy Lift Equipment - Material handling equipment, dock and floating cranes capable of lifting in excess of five long tons (11,200 pounds).

Heal Block - One located near the heel of the boom through which the cargo runner leads.

Hold - Space below decks used for stowing cargo. More specifically, a space between the lowest deck and the bottom of the ship or tank tops.

Hold Cargo - Cargo that, for any reason, (damage, awaiting disposition instructions, etc.) is in a non-shippable status.

Integrated Booking System (IBS) - Provides a single, worldwide, automated booking system to support peacetime and wartime movement of unit and sustainment cargo, in an efficient and timely manner. IBS also supports SDDC business practices by automating the booking process between DOD shippers and ocean carriers.

Integrated Computerized Deployment System (ICODES) - A computer based automated stow planning system that assists in loading unit equipment and other types of cargo on vessels.

Inboard - From the sides to the centerline of a vessel.

Inland Cargo Conveyance - As used herein means truck, barge, railcar or watercraft, except ocean-going ships.

ISO Shelter - Cargo transporter that has been modified or converted to be utilized as a communications shelter, tool or maintenance kit, unit support van, or mobile command post, etc.

Julian Date - A four digit number indicating the year and date, e.g., 9128 would indicate May 8, 1999.

Job Bag - An individually numbered envelope or folder containing ERLs, TCMDs, source documents, etc., that are batched together for use when receiving shipments from a single conveyance.

Jumbo Boom - Heavy-lift boom capable of handling up to 240 tons.

Kingpost - Vertical spars, usually steel, stepped in pairs, one on each side of the centerline of the ship, supporting cargo booms.

Lashing - Fastening made by passing a rope, cord, or the like around an object or objects to prevent movement in a direction horizontal to the decks.

Lighterage - Barge or flat-bottom vessel used to carry cargo from ship-to-shore. Can be powered or non-powered sections.

Lightering - Act of transporting cargoes from ship to shore via a lighter vessel.

Line - Term given to fiber or wire rope.

Link band - Band fitted around the head of a cargo boom into which is shackled the topping lift, head block and boom guys.

List - Inclination of a vessel to one side from the vertical along its longitudinal axis.

Loading - Placing cargo into or onto vessels, railcars, trucks, dromedary boxes or trailers for transport.

Loading Plan - Stowage diagram of cargo in a vessel.

Long Ton - Sometimes referred to as "weight ton", "long ton", or "LT", means a weight of 2,240 pounds.

Longshoreman - Usually applied to men employed in the handling of cargo in vessels when loading or unloading.

Loss - The act of losing or failing to maintain possession of an item.

Machine Floor - A lumber floor constructed to allow cargo to be stowed by the use of MHE.

MAFI - A RO/RO trailer that is 20/40/60 feet in length for handling breakbulk, oversized or deadlined cargo on and off a vessel.

Magazine - A storeroom in a ship used for storing explosives and ammunition.

Marine Corps Prepositioning Force – A task organization of units under one commander formed for the purpose of introducing a Marine Air-Ground Task Force (MAGTF) and its associated equipment and supplies into a secure area. The maritime prepositioning force is comprised of a command element, a maritime prepositioning ships squadron, a MAGTF, and a Navy Support Element (NSE).

Marine Corps Prepositioning Program – Norway - A Department of Defense (DoD) and North Atlantic Treaty Organization (NATO) initiative for the rapid reinforcement of Norway.

Marking - Numbers, nomenclature, or symbols placed on items or containers for identification during handling, transport, or storage.

Materiel-Handling Equipment - Mechanical devices for handling of cargo and other items with greater ease and economy, e.g., a forklift.

Mean Lower Low Water – Some tributaries normally have semi-diurnal (twice a day) full tidal sequences the majority of days. As such, there are usually two different tidal highs and lows the majority of days. The average of the lower of the two low tides constitutes Mean Lower Low Water and is used as the depth datum reference for the listed depths on all the local navigational charts.

Measurement Ton - A volume of 40 cubic feet, frequently abbreviated as “MT”.

Metric Ton – 1000 kilograms (2406.8 lbs avoirdupois)

Military Surface Deployment and Distribution Command (SDDC) - The single manager operating agency for military traffic, land transportation, and common user ocean terminals.

Minimum Time - The time, in addition to the period actually worked, for which the Contractor is required to pay his employees to comply with the minimum time requirements of collective bargaining agreements under which the Contractor is obliged to compensate his employees.

Minimizing Hazardous Exposure – Limiting the number of people to perform a mission with hazardous materials to no more than the minimum number necessary to safely perform the work requirement.

Minor Repairs and Markings - Nailing, patching, caulking, banding, replacing, or tightening bolts, taping, re-labeling, obliterating existing markings, stenciling, or otherwise marking shipping containers.

Miss-shipment - The routing or shipment of freight or cargo by the Contractor to a destination other than that designated on the accompanying documents or markings on the cargo which will necessitate and result in a transshipment of the cargo to be effected by the Command to its proper destination.

Mousing - Yard or small rope or wire seized across the mouth of a hook to prevent slings from slipping off and to aid in preventing stretching of the hook.

Multiple Topping Lift - One made of a tackle system with one block shackled to the head boom, one to the mast, and one to the hauling part.

Nested/de-nested cargo - Cargo that fits or stacks on itself, conserving space, such as pails stacked inside other pails; or cargo loaded inside vehicles, such as cargo loaded by a shipper or SDDC in the bed of a trailer.

Net Explosive Weight – Amount of explosive contained in (pounds/kilograms) a munition or munition shipment unit.

Ocean Cargo Clearance Authority (OCCA) - An element of SDDC which accomplishes cargo booking, contract administration, surface passenger booking, and export/import surface traffic management functions for cargo moving in the DTS.

Onboard - On or in a vessel.

Out-of-pocket Costs Expenses paid out-of-pocket by the Contractor for which the Government compensates the Contractor, upon the approval of the ACO. Expenses may be paid out-of-pocket for the furnishing of equipment, materials, supplies or services (e.g., floating crane, other special equipment, lumber, reimbursable 3rd party services) that are required on an exception basis to complete work required by the Government that the Government throughout the contract's statement of work has required or nor indicated intent to furnish. In addition to reimbursement for actual cost, the contractor shall be reimbursed for any transportation expense associated with the furnishing of materials, equipment, supplies or services compensated under the out of pocket provision.

Outboard - Away from the centerline, or at either side of a vessel.

Outboard Boom - Boom spotted over the pier lighter.

Outboard Guy - Cable or wire that pulls a boom outboard.

Overage - An inventory discrepancy in which a shipment or more pieces of cargo for a shipment, are on hand than the Terminal Inventory indicates, or a shipment or more pieces of cargo are received than accounted for in the shipping papers.

Pad eye - Fitting attached to a deck or flooring, having an integral base plate and an eye to which lashings and guys may be secured.

Peavy - Tool for handling wooden material, especially adapted for rolling or turning poles.

Performance Requirements Summary (PRS) - The listing of critical performance indicators, standards, and acceptable quality levels used in evaluating the contractor's performance.

Pier - Wharf running at an angle with the shoreline that provides berthing spaces on both sides for ships.

Pilferable Cargo - Items which are vulnerable to theft because of their ready resale potential. Pilferable items include cigarettes, alcoholic beverages, cameras, electronic equipment, etc.

Plumb - Weight of lead attached to a string, used to indicate a vertical direction.

Port Side - Left side of a vessel looking forward toward the bow or stem.

Portable Bar Code Reader (PBCR) - A piece of portable equipment used to automatically read LOGMARS labels.

Pre-lodge - A feature of the Defense Transportation System (DTS) whereby a transshipping activity is provided advance cargo documentation from within the system and carriers are required to give notification of cargo arrival for scheduling purposes.

Preventer - Auxiliary rope, spar, chain wire, or bolt to relieve an unusual strain and give additional security.

Protected Cargo - Those items designated as having characteristics which require that they be identified, accounted for, secured, segregated, or handled in a special manner to ensure their safeguard or integrity. Protected cargo is subdivided into controlled, pilferable and sensitive cargo.

Quality Control Inspection Program Plan - A formal document prepared by the contractor that contains specific performance standards, methods, and frequency of inspections, assignment of responsibility, and manner of record preservation to support the Quality Control Inspection Program.

Quality Control Program - A formal internal control program prepared by the contractor to ensure consistent satisfactory performance of the terms and conditions of the contract.

Rack - To move a draft athwart ship.

Rail - Longitudinal member around the edges of the deck as a protection, sometimes an actual rail, sometimes the top edge of the bulwark.

Reduced Operational Status - Government facility status in which the facility is normally closed down from performing its function, but where the property and infrastructure are held intact and under government control. Not the same as being Congressionally released under the Base Realignment And Closure (BRAC) Act.

Reefer - Ship in which all cargo compartments are refrigerated.

Reeve - To pass or thread a rope through a block or hole.

Release Unit of Cargo - Release unit of cargo for surface shipment is usually 10,000 pounds; however, this is subject to exception based upon traffic management considerations, nature and sensitivity of cargo, and modes and methods of the shipments.

Required Delivery Date (RDD) - A calendar date that specifies when materiel is actually required to be delivered to the requisitioner.

Resistor - Device in an electric circuit offering electrical resistance for protection or control.

Retrograde - Cargo destined from overseas areas to the U. S.

Revenue Ton - The basis upon which compensation is computed for cargo handling. Commodities payable on a tonnage basis are paid on the basis of a measurement ton of 40 cubic feet.

Rig - To fit shrouds, stays, etc., of a vessel to their respective masts or other fittings.

Roller Chocks - Chocks with a short vertical roller fixed to reduce friction on a line.

Running Block - Single-sheave block supported in a bight and provided at the bottom with a load hood.

Running Rigging - Rope or wire that is hauled upon to adjust yards and booms.

Safe Working Load - Maximum weight or load which a part of the ship's gear will support with safety.

Samson Post - Same as kingpost.

Secondary Load - Cargo loaded on prime mover by the original shipper. Any weight and dimension changes are allocated to the prime mover in the shipper's documentation.

Segregation (sorting) of Cargo - The breaking out of discharge cargo and separating or assembling it into piles, bays, bins, or areas, by consignee as shown on the manifests or other documents, or for loading by transportation conveyance.

Seizing - Light strands tied about loose ends of cable or rope to prevent raveling. Three seizings are usually required on an end.

Separation Cloth - Sheet of gunny cloth used to prevent the mixture of cargo.

Service Codes - MILSTAMP codes that indicate the ocean carrier's responsibility for movement of the container. These codes are used in pairs to indicate the carrier's responsibility at origin and destination. For example, the service code ML indicates the carrier is responsible for linehaul transportation from origin to the port of embarkation and for local drayage within the modified commercial zone of the port of discharge.

Code "K" - The ocean carrier's responsibility begins or ends at the ocean carrier's terminal.

Code "L" - The ocean carrier's responsibility begins or ends within the modified commercial zone of the port of embarkation or the port of discharge.

Code "M" - The ocean carrier's responsibility begins or ends at an inland origin or inland destination.

Shackle - U-shaped iron link with a removable pin used to make lines or block fast.

Shaft Tunnel - Watertight passage housing the propeller shafting from the engine room to the bulkhead at which the stern tubes start. It provides access to the shafting and its bearings and also prevents their being damaged by cargo put in the spaces through which it passes.

Sheave - Wheel inside a block.

Sheathing – Installing a layer of protective lumber against the metal bulkheads of a cargo hold to protect loading munitions from having metal-to-metal contact with the metal of the hold's structural plates or framing.

Shifting Boards - Temporary partitions placed in holds to prevent the shifting of bulk cargo.

Shipment Unit - One or more items assembled into one unit which becomes the basic entity for control throughout the transportation cycle as defined in MILSTAMP.

Shipside - Area at or along the side of a ship.

Shoring - Act of supporting anything by bracing it from below.

Shortage - An inventory discrepancy when a shipment is not on hand, or fewer pieces of cargo for a shipment are on hand, than the terminal inventory indicates. A transportation discrepancy occurs when an entire shipment or fewer pieces of a shipment are received than shown on the shipping documents.

Shroud - Guy rope or cable, used to support a mast, running athwart ship from the top of the mast to both sides of the vessel.

Seizing – Wire run through the eye of a shackle pin and wrapped around the stock of the shackle to keep the pin from rotating loose under load.

Single Shipment - A shipment under one shipping document (TCMD).

Single Topping Lift - One made of only one line shackled to the head of the boom, rove through a block at the mast, and led below to the bail.

Slack - To ease up on or pay out a line.

Sleeper - Heavy piece of timber laid on the deck to support something, such as the wheels of a locomotive.

Sling - Arrangement of line or chain around a draft of cargo to make it safe for hoisting.

Snatch Block - Single block with a gate on one side of the frame which may be opened to allow the bight of a line to be placed on a sheave without reeving the end through the block.

Spanner Stay or Truss - Wire stay or structural steel span which runs athwart ship between the heads of a pair of kingposts.

Special Handling Code - The two-digit alphanumeric code following the Water Commodity Code. This code identifies the type of cargo and special handling. It is used to identify commodities for ocean manifesting, cost accounting, contractor payment and special handling. The various codes are defined in MILSTAMP, Volume I.

Splice - To weave loose ends of fiber or wire rope together.

Split Shipment - A shipment, which has been separated into two or more increments after receipt with each increment, identified and documented separately.

Spool - One, whose surface is concave, used as a winch head.

Spot - To swing the booms to any desired position by means of the boom guys.

Square of the Hatch - Space directly under the hatch and the same size as it.

Stability - Power of a vessel to right itself when it is rolled to one side.

Stanchion - Upright pillar of wood or steel supporting the decks, awnings, safety lines, etc.

Standing Rigging - Rigging which is not hauled upon.

Starboard Side - Right hand side of a vessel looking forward.

Stay - Line or wire running fore and aft and used to support the mast, spar, or funnel.

Step - Attach or fasten a mast or vertical spar to a ship's deck. To fasten booms to the mast table or to kingpost.

Stern - After or rear end of a vessel.

Stevedore - A person who contracts to load or unload a vessel.

Stiffener - Angle bar or stringer fastened to a surface to strengthen it.

Stopper - Piece of rope or chain used to secure a line under load.

Stowage - Compact placing of cargo aboard a vessel.

Stowage Factor - Figure denoting the number of cubic feet required to stow a long ton of any particular commodity.

Stowage Plan/Stow Plan - A completed stowage diagram showing what material has been loaded and its stowage location in each hold, between-deck compartment, or other space in a ship, including deck space. Each POD is indicated by colors or other appropriate means. Deck and between-deck cargo normally is shown in perspective, while cargo stowed in the lower hold is shown in profile, except that vehicles usually are shown in perspective regardless of stowage.

Stuffing - The placement of cargo into or onto cargo transporters, such as sea vans, MILVANs, flatbeds, and flat-racks, including all necessary blocking, bracing, lashing, or dunnage.

Surge - To slack off on line. To allow a line to slip slowly around a fitting.

Tackle - Assembly of ropes and blocks. A tackle system may be simple or compound; a simple system has one rope and one or more blocks; a compound tackle system has more than one rope and two or more blocks.

Tag Line - Length of small line used as a guide or to steady drafts of cargo.

Tank Top - Plating laid on the floors of a vessel.

Tarpaulin, Hatch - Painted or treated canvas covering for a hatch.

Terminal Inventory Discrepancy (TID) - A shipment unit (SU) which the terminal has listed on the on-hand inventory and which cannot physically be located and for which no lift record or other disposition is available.

Terminal Operator - The SDDC activity responsible for terminal operations to include both active and reserve components.

Terminal Support Module (TSM) - Microcomputer based terminal management and cargo documentation system that implements LOGMARS technology for automated data capture.

Thimble - Fitting for a closed eye splice.

Tie Rod - Rod serving as a tie between two pieces, acting in tension to keep them from separating.

Time in Terminal - The time measured in days from the date of receipt of the cargo until the date the cargo is shipped, transported, or otherwise disposed of.

Tipping Angle - Angle at which an item of cargo longer than the hatch opening must be tipped if it is to be lowered into a hold.

Tomming - Act of bracing anything from an above overhead down onto its own top to hold cargo down to the deck during underway lifting motions.

Top - To raise a boom from its cradle to a working position.

Top Mast - Mast above the lower mast.

Topping Lift - Wire rope extending from the head of the boom to a mast for the purpose of supporting the weight and permitting the boom to be raised or lowered.

Transferring - The act of moving cargo within the modified commercial zone.

Transportation Control and Movement Document (TCMD) - DD Form 1384, is the official cargo movement document prescribed by the Military Standard Transportation and Movement Procedures (DOD Regulation 4500.32R). The TCMD is used for the documentation and control of all cargo moving into and through the terminals.

Transportation Control Number - The number used to identify and control the shipment unit within the Defense Transportation System.

Trim - The fore and aft water draft (distance below the surface) differences from the vessel's mean water draft at its transverse metacenter.

Tween deck - Any deck below the upper deck and above the lowest deck. Abbreviation of between deck.

Twenty foot Equivalent Unit - 20' container length ocean cargo container with ISO corner fittings

Two-block - To draw two blocks together so that no more hoisting is possible.

Undocumented cargo - Any piece of equipment arriving at the terminal that is not listed on the final AUEL/UEL or is not in the data base.

Unitized Cargo - Cargo that is received, palletized or in a configuration comparable to a palletized load, does not require palletizing or reworking by the Contractor prior to stevedoring to the ship or loading on inland transportation, and is susceptible to machine handling in the ship.

Unloading - The act of removing cargo from trucks or trailers.

Unstuffing - The act of removing cargo from cargo transporters.

Vehicle - A self-propelled, boosted, or towed conveyance for transporting a burden on land such as: automobiles, trailers, trucks, motorcycles, scooters, and internal-combustion engines or battery-powered equipment (this includes all documentation and certification when required).

Ventilator - Device for furnishing fresh air to compartments below deck or for exhausting foul air.

Vessel Stowage Factor (VSF) - Amount of space available for each long ton/measurement ton of cargo a vessel can carry, exclusive of deck cargo.

Warp - Fiber or wire rope by which a vessel is moved about when at dockside in harbor.

Water Commodity Code - The three-digit numeric code used to identify commodities for ocean manifesting, cost accounting, contractor payment, special handling. The various codes and their noun descriptions are defined in MILSTAMP, Volume I.

Weight Cargo - See Bottom cargo.

Weight Ton - The term "weight ton" or "WT" means 2,240 pounds.

Wharf - Structure for loading or discharging vessels, particularly a platform of timber, stone, or concrete against which vessels may be secured to load or discharge.

Winch - Machine used for loading and discharging cargo or for hauling on lines.

Winch Head - Drum, usually of small diameter and concave, on a winch, designed for taking and holding the turns of a rope. See Cathead.

Worldwide Port System - A computerized system used to enter, document, and trace all import and export DOD-sponsored cargo processed through SDDC controlled and/or contracted ports.

Appendix C

List of Acronyms & Abbreviations

ACO - Administrative Contracting Officer

BICmd – Blount Island Command

CAB – Cargo And Billing system

CBA: collective bargaining agreement

CBL - Commercial Bill of Lading

C/C: command & control

CFR - Code of Federal Regulations

CFS - Container Freight Station

CLOP: Cargo Left On Pier

CO - Contracting Officer

COA - Cargo Operations Area

CONUS - Continental United States

COR - Contracting Officer's Representative

COTR - Contracting Officer's Technical Representative

DDN - Defense Data Network

DHS – Department of Homeland Security

D/F - Damage Free

DISCORS - Discrepancy in Shipment Cargo Outturn Reporting

DOD - Department of Defense

DODAAC - Department of Defense Activity Address Code

DPM - Direct Procurement Method

DPSC - Defense Personnel Support Center

DSB - Deployment Support Brigade

DSN - Defense Switched Network

DTS - Defense Transportation System

ERL - Expected Receipt Listing

ETA - Estimated Time of Arrival

FIFO - First-In, First-Out

FORSCOM - United States Army Forces Command

FTX - Field Training Exercise

GBL - Government Bill of Lading

HAZMAT: hazardous materials

HHG - Household Goods

IAW - In Accordance With

IBS - Integrated Booking System

ICODES - Integrated Computerized Deployment System

IMDGC - International Maritime Dangerous Goods Code

IMO - International Maritime Organization

ISO - International Organization of Standardization

ITV - In-Transit Visibility

JDS - Joint Deployment System

LL - Load List

LOGMARS - Logistics Application of Automated Marking and Reading of Symbols

LO/LO - Lift-On/Lift-Off

LRU - Less Release Unit

MAFI - A RO/RO trailer that is 20/40/60 feet in length for handling breakbulk, oversized or deadlined cargo on and off a vessel.

MCPN - Marine Corps Prepositioning Program - Norway

MHE - Materials Handling Equipment

MILSTAMP - Military Standard Transportation & Movement Procedures

MLLW - Mean Lower Low Water

MPF - Maritime Prepositioning Force

MPS - Maritime Prepositioning Ships

MPSRON - Maritime Prepositioning Ships Squadron

MSC - Military Sealift Command

M/T - Measurement Ton - 40 cubic feet

MT – Metric Ton

MTON - See MT

NEW - Net Explosive Weight

NICP - National Inventory Control Point

NLT - Not Later Than

NSN – National Stock Number

NSP - Not Separately Priced

OCCA - Ocean Cargo Clearance Authority

OCBO - Ocean Cargo Booking Office

OS&D: overages, shortages, and damage

OSHA - Occupational Safety and Health Act/Administration

PBCR - Portable Bar Code Reader

PCO - Procuring Contracting Officer

PCS - Permanent Change of Station

POD - Port of Debarkation

POE - Port of Embarkation

POL – Petroleum, Oils, Lubricants

POV - Privately Owned Vehicle

PPSO - Personal Property Shipping Office

PSA - Port Support Activity

PWS - Performance Work Statement

RDD - Required Delivery Date

RFID - Radio Frequency Identification (Tag)

RO/RO - Roll-On/Roll-Off

RT - Revenue Ton

S&RTS - Stevedoring & Related Terminal Services

SU - Shipment Unit

TAC - Transportation Account Code

TCMD - Transportation Control and Movement Document

TCN - Transportation Control Number

TDR - Transportation Discrepancy Report

TEU – Twenty-foot Equivalent Unit

TID - Terminal Inventory Discrepancy

TMD - Traffic Management Division

TSA – Transportation Security Administration

TTBDE - Terminal Transportation Brigade

TTBN - Terminal Transportation Battalion

USCG – United States Coast Guard

USMC – United States Marine Corps

USN – United States Navy

VPC - Vehicle Processing Center

WPS - Worldwide Port System

WT - Weight Ton